

**Swampscott (MA) Retirement System
Request for Proposals
Actuarial Services**

The Swampscott (MA) Retirement Board is seeking proposals from qualified vendors to provide actuarial services to include full actuarial valuations, a review of the Swampscott Retirement System to determine whether assets and contributions are sufficient to provide prescribed benefits under M.G.L. Chapter 32 and Chapter 34B, Section 19, and provide an appropriate funding schedule pursuant to M.G.L. Chapter 32.

The consulting actuary to the Retirement Board is preferred to be either an Enrolled Actuary, a member of the American Academy of Actuaries, or an Associate or Fellow of the Society of Actuaries. The actuary must be qualified to perform actuarial valuations of public pension plans. The Retirement Board prefers that responding vendors have a minimum of three years of relevant experience.

Swampscott Retirement System has approximately \$58 million in assets under management and serves approximately 670 participants.

All contracts entered into by the Swampscott Retirement Board are subject to the provisions of the Massachusetts General Laws, Chapter 32, Section 23 as amended by Chapter 176 of the Acts of 2011, and the rules and regulations of the Public Employees Retirement Administration Commission (PERAC), 840 CMR. The selected vendor must have familiarity and agree to comply with all applicable laws and PERAC regulations. Additional information on information on applicable laws and investment regulations may be found on PERAC's website at www.mass.gov/perac.

The Board reserves the right to cancel or reject in whole or part any or all proposals in the best interest of the Retirement System.

This request for proposal will be available on Monday, November 12, 2018. Requests for a copy of this RFP and questions regarding it may be directed via e-mail to:

Nancy Lord
Retirement Administrator
nlord@town.swampscott.ma.us

No phone calls please.

Proposal deadline is Monday, November 26, 2018 at 4:00 PM EDT. Late proposals will not be accepted.